

Toms River Regional School District
Office of the Superintendent
David M. Healy

Chain of Communication / How to Effectively Communicate with School Officials

2018-2019 School Year

Parents are often discouraged when they attempt to communicate with central office administrators and are sent back to building-based officials in order to resolve a problem their child may be experiencing in school. To prevent that frustration, parents can become informed about the “**Chain of Communication**”, or where to begin the communication sequence regarding their child’s problem. *Parents of children with special needs should refer to the Special Education section below.*

Many parental questions are easily and completely answered by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at whatever level the initial action was taken with appeals moving on to the next level on the chain of communication. The easiest way to communicate would be by email (please see the respective e-mail addresses listed below). A phone call would be the next preferable way to communicate. **The main number is 732-505-5702. See extensions/numbers listed below.**

High School North

A. On matters involving High School Curriculum and Instruction first contact:

1. Classroom Teacher			
2. Guidance Counselor or Case Manager			
3. Building Supervisor of Instruction – Adrienne Gold or Tonya Rivera			
4. Content Supervisor (see below)			
Mathematics	Mrs. Helen Crowley Supervisor	hcrowley@trschoools.com	732-505-5665 x 210082
Science	Mr. Charles Evers Supervisor	cevers@trschoools.com	732-505-5665 x 210086
English	Ms. Tonya Rivera Supervisor	trivera@trschoools.com	732-505-5665 x 210085
Social Studies	Mr. Linuel Lloyd Supervisor	llloyd@trschoools.com	732-505-5665 x 210084
World Language (K-12)	Ms. Adrienne Gold Supervisor	agold@trschoools.com	732-505-5665 x 210083
Health/Phys. Education	Mrs. Debbie Schwartz Supervisor	dschwartz@trschoools.com	732-505-5665 x 210081
Career Tech/Technology	Mrs. Tiffany Lucey Supervisor of Educational Technology	tlucey@trschoools.com	732-505-5500 x 500107
Fine Arts	Mr. Chris Madigan Assistant Principal	cmadigan@trschoools.com	x 220005
5. Principal			
Principal	Mr. Edward Keller	ekeller@trschoools.com	x 220011
6. Director of Secondary Curriculum			
Director of Secondary Curriculum	Ms. Norma DeNoia	ndenoia@trschoools.com	732-505-5500 x 500052

B. On matters involving Special Education (high school level) first contact:

1. Classroom Teacher			
2. Case Manager (732 505-5719) or Guidance Counselor, Michelle Riordan (732-505-5712)			
3. Special Education Supervisor, Ms. Heather Mills (732-505-5575)			
4. Principal, Mr. Edward Keller			
5. Director of Special Education	Ms. Joy Forrest	jforrest@trschoools.com	732-505-5500 x 500043

C. On matters involving High School Athletics first contact:

1. Coach			
2. Athletic Coordinator	Mr. Paul Barnoski	pbarnoski@trschoools.com	x 220128
3. Assistant Principal	Mr. Thomas Regan	cmadigan@trschoools.com	x 220002
4. Principal	Mr. Edward Keller	ekeller@trschoools.com	x 220011
5. District Athletic Coordinator	Mr. Edward Gillen	egillen@trschoools.com	x 215621

High School Extra-Curricular/Clubs first contact:

1. Advisor			
2. Assistant Principal	Ms. Heather Golla DeGrandis	hdegrandis@trschoools.com	x 220004
3. Principal	Mr. Edward Keller	ekeller@trschoools.com	x 220011

D. On matters involving High School Student Discipline first contact:

1. Classroom Teacher			
2. Guidance Counselor or Case Manager			
3. Appropriate Assistant Principal (see below)			
Assistant Principal: Grade 9	Ms. Heather Golla DeGrandis	hdegrandis@trschoools.com	x 220004
Assistant Principal: Grade 10	Mr. Thomas Regan	dytreboe@trschoools.com	x 220002
Assistant Principal: Grade 11	Mr. Kevin Raylman	kraylman@trschoools.com	x 220003
Assistant Principal: Grade 12	Mr. Christopher Madigan	cmadigan@trschoools.com	x 220005
4. Principal: All Grades			
Principal	Mr. Edward Keller	ekeller@trschoools.com	x 220011

E. To resolve all matters only after you have followed the levels outlined above please contact:

Assistant Superintendent (intermediate, high school)	Dr. Marc Natanagara	mnatanaganara@trschoools.com	732-505-5500 x 500007
Assistant Superintendent (special education)	Mr. James Ricotta, Jr.	jricotta@trschoools.com	732-505-5500 x 500006

F. To resolve all matters only after you have followed the levels outlined above:

Superintendent of Schools	Mr. David Healy	dhealy@trschoools.com	732-505-5500 x 50005
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